

INFORMATION REQUEST FORM

BUILDING INSPECTION, PO BOX 40, 9800 GOVERNMENT CENTER PARKWAY CHESTERFIELD VA 23832 Administrative Office: 804-748-1057

Administrative Office: 804-748-1057
Information Request Fax: 804-778-7512, Attention Peggy Tatro
www.chesterfield.gov/bi

Information about each property location is to be filled out completely in order to facilitate the procurement of records on file in the Building Inspection office. Staff research, file retrieval and customized computer reports will be supplied at cost. Photocopies will be 10ϕ per page.

| Property Address: | | |
|-------------------------------|---------------------------|-----------------------------|
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| Building Construction Date : | Permit Number (if known): | Building/Alterations Date : |
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| Specific Data Requested: | | |
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| Purpose of Request: | | |
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| Requestor's Name : | | |
| Address: ¹ | | |
| City: | state : | Zip Code: |
| Phone: | ax: | Cellular: |
| Requestor's Signature : | | Date of Request: |
| Building Inspection Use Only: | | |
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¹ Requests for information under the Freedom of Information Act must be submitted by a Virginia resident.